

Article

The Interview- A step closer to the reckoning

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Abstract

Today's world, as a global village, has certainly become very competitive and this has affected, among other things, the field of education too. Today the students have to burn the midnight oil to get admissions in good academic institutions. Even after successfully passing the written test, they have to work really hard to get through the interview. Normally the interview is of two kinds i.e. Personal Interview and Group Discussion (GD). Personal interview deals mainly with the candidate's personality, his/her thinking ability and his/her overall conduct whereas the group discussion is all about having leadership skills. The essay tries to answer 'What' and 'How' of the interview.

Keyword: Reckoning, Personal interview, Group discussion, Manner, Etiquette



บทความวิชาการ

การสอบสัมภาษณ์ในลักษณะของการคำนวณ

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บทคัดย่อ

ปัจจุบันโลกของเราได้กลายเป็นโลกแห่งการแข่งขัน ซึ่งมีผลกระทบต่อทุกสังคม และแน่นอนที่สุดมีผลกระทบต่อการศึกษาอีกด้วย ปัจจุบันผู้เรียนต้องอดทนหลับตานอนเพื่อเตรียมตัวสอบเข้าในสถานศึกษาต่างๆ ถึงแม้ว่าผู้เรียนสอบข้อเขียนผ่านแล้ว ก็ยังต้องเตรียมตัวเพื่อสอบสัมภาษณ์ การสอบสัมภาษณ์แบ่งออกเป็น 2 ประเภท กล่าวคือ การสอบสัมภาษณ์ตัวต่อตัวและการสัมภาษณ์เป็นกลุ่ม การสัมภาษณ์ตัวต่อตัวนั้นจะวัดผู้สอบสัมภาษณ์ทางด้านบุคลิกภาพ ทักษะการคิด และภาพรวมทั้งหมด ในขณะที่การสัมภาษณ์เป็นกลุ่มจะวัดผู้สอบสัมภาษณ์เกี่ยวกับทักษะความเป็นผู้นำเป็นหลัก บทความนี้พยายามจะตอบคำถามว่า การสัมภาษณ์คืออะไร และการสัมภาษณ์ควรมีลักษณะอย่างไร

คำสำคัญ: การตัดสินใจ, การสัมภาษณ์ตัวต่อตัว, การสัมภาษณ์เป็นกลุ่ม, กิริยามารยาท, มารยาทสังคม



Introduction

We are living in a world which, as everybody says and knows, has become a global village. The impact of globalization has been immense. As it has affected every sphere of life, it has rather affected the education much more than anything. The field of education, overall, has experienced a sea change. So much so that today's student of higher secondary classes, probably, possesses much more knowledge than a Ph.D. student of 70's did. Like every sphere of life there is enormous competition in the field of education too. As a result today's student finds himself in a situation where there is an ocean of opportunities. On the other hand this flow of opportunities might prove to be a disadvantage as the student is, sometimes, unable to decide which course he should go for. There was a time when mere degrees used to be the guarantee for a successful career but now the degree is only 'a step' of the success ladder.

If we talk about different sciences vis-à-vis successful career, medical and engineering sciences are still the most favored ones. But there are many more good subjects, like IT and Business Administration, which equally provide glittering career. Successful candidates, passing out from good business schools, are being offered very handsome salaries by MNC's and reputed firms.

As we talked earlier, whatever subject one wants to pursue, he has to be competent enough to get a good job but more importantly getting admission in good academic institutes is as difficult as getting a good job. Most top business schools, for instance, take into account student's performance in the written

test, group discussion, personal interview, academic record and extracurricular activities.

This essay deals mainly with the phase when a candidate, after successfully passing the written test, has to face interview. Today almost all good professional courses have at least 'personal interview' as the essential requirement for the entrance.

A personal interview means how a candidate reacts to various situations. It involves his thinking ability and helps the interviewer understand his thought process and attitude. Although most institutes don't reveal the exact weight age accorded to the interview but it carries a weight age of 10 to 20 percent in most places.

One must not take interview for granted since it is the ultimate step towards selection. How one performs in the interview will, perhaps, determine whether or not he/she will be selected for the course. The people who interview are called interview panel. They can be three or four in number. Interview duration may vary between five and 45 minutes. It is a general perception that interview which lasts longer means the candidate has done well. However, this is not the case. In fact the duration doesn't matter, what matters is the quality of interaction the candidate had with the interview panel.

Manners and Etiquettes for the Interview

Good Institutions not only look for the way the candidate speaks but they observe his/her overall conduct.

Dress: - He/she must wear a formal dress. He/she should wear a dress which meets the requirements of modesty, honor and virtue. The dress should also be an expression of



culture, elegance and beauty. One should not put on strange or funny cloth which may lend him/her an absurd appearance and he/she may end up in ridiculous situation. The dress should be simple, moderate, dignified and civilized.

How to enter the room: - Many candidates are outside the interview room waiting for their turn. The candidate may be asked by one of the panel members or one of their assistants to enter the room. He/she should ask for permission before entering. After being granted the permission he/she should greet the panel. When the panel members ask him/her to sit down he/she should thank them. While sitting he/she has to be calm, composed but confident. When speaking or taking part in question and answer, he/she should not pretend or assume such role as if he/she is presiding over the conversation. It may be taken as an attempt to impose or force your opinion upon others as well as an insult to the panel members.

Candidate's behavior inside the room: - He/she should not be in a hurry to speak or answer. He/she should listen carefully and attentively and speak only when he/she is asked to do so. He/she has to be polite and moderate in his/her voice. The voice should not be so low that it can not be heard, neither it should be too loud to be harsh for the listeners. He/she has to be soft spoken and reasonable. The answers should be crisp and clear. There is no need to answer the moment he/she is asked. He/she should take his/her time, order his/her thoughts and then answer. If he/she is unable to understand the question, he/she can request the panel member/s to repeat or clarify the question. Don't interrupt

the question. This is totally improper and undignified. Let the panel member complete his question. Moreover, he should lean a little forward to show the panel that he/she is in what they are saying.

Group Discussion

Group Discussion (G.D.) holds immense significance when it comes to business school entrance tests. While personal interview evaluates the candidate's overall personality, GD looks for his leadership skills. So what actually the 'group discussion' is?

It can be defined as a formal discussion involving 10-12 participants in a group. A topic is given to them, with some time to collect their thoughts and the group is then asked to discuss the topic for 20-25 minutes.

Most business schools have GD as the basic requirement for the entrance, because in the present world of business and knowledge economy, it is essential for a manager to be a team player. A manager will always work in teams. In the beginning of his career, a manager works as a team member and later as team leader.

Everybody in the group has to speak his way to perfection. But the participant has to be careful not to interrupt when someone else in the group is speaking. If one starts speaking, he/she should discuss the topic calmly; touching upon all nuances and should try to reach a conclusion.

He/she has to be flexible and open to another person's ideas. As it has been told earlier he/she should be reasonable in his/her approach to the topic. He/she shouldn't be emotionally attached or aggressive to the topic.



Being reasonable, not shrewd, means he has present him/herself as fair and sensible. If he changes his mind too often, he/she will be seen as fickle-minded and whimsical person. If he/she does not accommodate other views, he/she will be considered as stubborn and obstinate.

Mere smooth flow of language is not enough to score in the group discussion. A good GD should incorporate the views of all the team members. For that, one has to be good listener. Moreover, there should be a fine balance between the expression of your ideas and imbibing the ideas of others.

Last, but certainly not the least, we discussed GD that is related mainly with MBA entrance test, but no course or subject is superior or inferior in the age specialization. One has to be go-getter and talented enough to be in the reckoning. Mediocrity has no place in this era of competition.

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